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ADM-3

2 December 1963

MEMORANDUM FOR: Assistant Directors

SUBJECT : Senior Recruitment Prospects

1. Attached are forms to be used to circulate information within the DD/S&T concerning visits of senior recruitment prospects.

- 2. Information concerning such persons will be made available at each Wednesday staff meeting.
- 3. It is requested that each office submit this form each Wednesday if such a visit is scheduled during the following week. Please send the form to the undersigned by noon, Wednesday. A consolidated form will be prepared in this office for distribution at the staff meeting

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